



**OFFICIAL MINUTES OF THE SPECIAL WORK SESSION
OF THE TUALATIN CITY COUNCIL FOR APRIL 12, 2018**

Present: Mayor Lou Ogden; Council President Joelle Davis; Councilor Frank Bubenik;
Councilor Paul Morrison; Councilor Jeff DeHaan; Councilor Robert Kellogg

Staff Present: Sherilyn Lombos, Sean Brady, Bill Steele, Paul Hennon, Don Hudson, Aquilla
Hurd-Ravich, Nicole Morris, Tom Steiger, Tanya Williams, Jerianne Thompson,
Jonathan Taylor, Kelsey Lewis, Rich Mueller, Darius Ontiveros, Erin Engman, Jeff
Fuchs, Dominique Huffman, Bates Russell, Karen Fox, Matthew Warner, Stacy
Ruthrauff

A. CALL TO ORDER

Council President Davis called the meeting to order at 5:53 p.m.

B. AGENDA

1. Fiscal Year 2018-2019 Discussion

Finance Director Don Hudson spoke to the 2018-19 budget process. Director Hudson stated the budget premise this year was to look at what is needed to provide and maintain services, while identifying savings wherever possible. Budget instructions for staff were reviewed and remained the same as previous years.

City Manager Lombos presented a recap of the Council's mid-term check-in held on March 16. The seven Council goals and progress for 2017 for each were reviewed. City Manager Lombos spoke to projects and activities that are underway or have been completed in relation to each goal.

City Manager Lombos reviewed priorities for the 2018 year. Priorities include passing the transportation bond, start concept planning for Basalt Creek, partner with Family Promise, create a Tourism Plan, finish Development Code updates, Parks and Recreation Master Plan adoption, plan for a city hall, begin conversations about strategies for the water supply, and work on emergency management.

Director Hudson stated no funds in relation to the bond measure are being programmed into the budget at this time. Staff will know the results of the measure before the second budget meeting and can make changes at that time. A new position is being proposed to manage the transportation items from the bond and would be included in the changes at that time.

Councilor Davis asked if the position would be permanent. Director Hudson stated it would be and funding would come from the road operating fund.

Director Hudson addressed the upcoming projects in relation to council goals including trail expansions, pole banners, and the addition of a Code Compliance Officer in the Building Department. He then provided a general overview of the 2018-19 budget stating that the proposal maintains all current service levels. The fiscal health model was reviewed noting the model helps to align ongoing expenditures and revenues and is a tool to assist Council and management in maintaining fiscal health. There is a positive gap right now, noting positive growth in particular revenue areas throughout the city. He spoke to PERS increases based on the advisory rates the state provided.

Councilor Bubenik asked how long the PERS reserves the city has will last. Director Hudson stated there is a potential to use it in 2022 based on the projections.

Councilor Morris asked how the liquor, cigarette, and marijuana tax could be spent. He would like to see some of those dollars go to non-profits. Director Hudson explained how those funds are directed to the police department at this time and how the dollars are spent there.

Councilor Kellogg asked about a side account for PERS. Director Hudson stated he is unsure of the benefit of side account for the city at this time.

Director Hudson spoke to project highlights from other funds including the Ibach Park play area renovation, the Parks and Recreation Master Plans, Mysolony Bridge and waterline, A1, B2, and C1 Reservoirs, and the Sagert Street Pedestrian project. Director Hudson spoke to the 2018 Pavement Maintenance Program including the slurry seals, overlays, and crack seals. Director Hudson presented the proposed utility rate increases of 4.25% based on the master plan. The total increase for an average residential home will be \$5.41.

Director Hudson spoke to the Transient Lodging Tax that was passed by Council. It is proposed to set aside the tourism restricted dollars while spending 2018-19 working on a larger tourism plan.

Director Hudson stated there is a full budget committee in place for this year with three new members joining the committee as well as a youth member. The first budget meeting is scheduled for May 14 and the second meeting is scheduled on May 30.

Councilor Morrison asked what classifies parks maintenance workers as part time. Director Hudson stated it is part time based on the total fiscal year hours.

Councilor Kellogg asked about the status of this year's budget to date. Director Hudson stated all trends show the city is currently on budget. Nothing at this time has been identified as out of alignment.

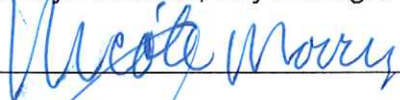
C. COMMUNICATIONS FROM COUNCILORS

None.

D. ADJOURNMENT

Council President Davis adjourned the meeting at 6:52 p.m.

Sherilyn Lombos, City Manager

 / Nicole Morris, Recording Secretary

 / Lou Ogden, Mayor



STAFF REPORT

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 05/14/2018

SUBJECT: Consideration of Approval of the Minutes for the Special Work Session of April 12, 2018 and Regular Meeting of April 23, 2018

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to approve the minutes for the Special Work Session of April 12, 2018 and Regular Meeting of April 23, 2018.

RECOMMENDATION:

Staff respectfully recommends that the Council adopt the attached minutes.

Attachments: Special City Council Work Session Minutes of April 12, 2018
City Council Regular Meeting Minutes of April 23, 2018